

If this form is completed and lodged with the Director, Human Resource Management within 10 working days of the date of written advice of a decision on promotion, a notification of intention to appeal will not be required. If a notification of intention to appeal has been lodged, this form should be completed and submitted to the Director, Human Resource Management within 20 working days of the date of advice of decision on promotion.

Since an appeal can only be based on procedural grounds, it is not essential for an appellant to receive feedback before completing this form.

A staff member may only lodge an appeal in relation to their own promotion case.

It is the responsibility of the appellant to put forward the case for the appeal and to provide evidence in support of allegations that the University failed to comply in a significant way with the published promotion procedures.

<b>EMPLOYEE DETAILS</b>	
Employee ID: _ _ _ _ _	
Surname:	Given Names:
Current Designation:	
Element:	Campus:
<b>APPLICATION DETAILS</b>	
Application for promotion to:	
<input type="checkbox"/> Lecturer / Research Fellow 2	<input type="checkbox"/> Senior Lecturer / Senior Research Fellow
<input type="checkbox"/> Assoc Professor / Principal Res Fellow	<input type="checkbox"/> Professor
<b>Grounds for Appeal</b>	
Ground 1:	
Ground 2:	
Ground 3:	
The submission should not exceed six pages in total.	
The appeal cannot be based on the academic merit of your promotion application nor can it be used to challenge the judgement of the relevant Committee as to the merit of your promotion application.	
<b>APPELLANTS APPROVAL</b>	
I have read the information provided on this form and wish to submit this form (and attachments) as my appeal against non-promotion on the grounds that the University failed to comply in a significant way with its published promotion procedures.	
Signature:	Date:    /    /